The American Legion
Department of Oregon
2019-2020

Trophy & Awards
Questionnaires
2019-2020 TROPHY AND AWARDS QUESTIONNAIRE

INSTRUCTIONS TO POST

Attached are the forms for the 2019-2020 Department Awards given out at Department Convention. Fill out all of the questionnaires pertaining to your Post. The instructions are on each questionnaire.

Please pay attention to the DUE dates on each questionnaire

- Remember two of the questionnaires are DUE to Department by May 1, 2020 (Legionnaire of the Year and the Unity Award).
- The Post History Book is DUE Noon Thursday June 25, 2020 at the State Convention.
- Some of the questionnaires will be DUE on May 15, 2020 and others will be DUE on June 1, 2020.
- Do NOT send a questionnaire in if it is BLANK.

Show your pride in your Post and what it is doing in the community. Not all Posts need to do every program, but every Post should have done at least one program.

LIST OF QUESTIONNAIRES

1. AMERICANISM
2. BOYS STATE
3. BLOOD DONOR PROGRAM
4. SCOUTS BSA
5. CUB SCOUTS
6. OLDER SCOUTS
7. COMMUNITY SERVICE
8. JUNIOR MARKSMANSHIP
9. LEGIONNAIRE OF THE YEAR
10. PUBLIC RELATIONS
11. RITUAL TEAM
12. COLOR GUARD
13. HONOR GUARD
14. ADJUTANT OF THE YEAR
15. HISTORY BOOK
16. BACK TO GOD
17. SERVICE OFFICER OF THE YEAR
18. REHABILITATION
19. HUNTER SAFETY
20. VETERANS - GREnda, LEBANON, PANAMA & PERSIAN GULF
21. TEACHER OF THE YEAR
22. CHILDREN AND YOUTH NARRATIVE
23. CHAPLAIN OF THE YEAR
24. POST NEWSPAPER
25. THE UNITY AWARD
26. LEGION RIDER OF THE YEAR
27. LEGION RIDER CHARTER OF THE YEAR

If you have any questions please contact: Judy Johnston Trophy & Awards Committee Chairperson at e-mail littessgt@aol.com or call 503-481-0425
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 1 - AMERICANISM REPORT

COMPLETED FORM DUE AT DEPARTMENT BY JUNE 1, 2020.

Please Print or Type

Post Name ___________________________ Post No. __________

Number of members in Post: ________ Date: ____________

1. Were American Legion School Award medals presented by Post? Yes ___ No ___
   How many to: Senior HS ___ Junior HS ___ Elementary ___ Total ______

2. Did the Post sponsor an “Oratorical Contest?” Yes ___ No ___
   a. How many contestants participated in local contest? ____________
   b. Did winner advance into contests in District Contest: Yes ___ No ___ How many __
      Area: Yes ___ No ___ State: Yes ___ No ___ National: Yes ___ No ___

3. Did the Post conduct a campaign on Flag Education? Yes ___ No ___
   a. Were there any Flag presentations? Yes ___ No ___ How many ______
   b. Did the Post provide any Flags? Yes ___ No ___ To schools ______
      Parks ____, Cemeteries ____, Hospitals ____, Public Buildings ____, etc. ______

4. Did your Post sponsor a Flag placement and removal program in your Community?
   Holidays Yes ___ No ___ Street Display Yes ___ No ___
   Cemetery Flags Yes ___ No ___

5. Did Post sponsor and/or participate in Patriotic observances? Yes ___ No ___
   Independence Day ____, Veterans’ Day ____, President’s Day ____, Thanksgiving ____,
   Flag Day ____, Christmas ____, Legion Birthday ____, Memorial Day ____,
   Oregon Statehood Day ____, Others not listed ______

6. Did the Post participate in the Scouting Program? Yes ___ No ___

7. Did the Post observe “American Education Week” Yes ___ No ___

8. Did the Post participate in Boys State Program? Yes ___ No ___
9 Did the Post participate in the Halloween Safety Program? Yes ___ No ___

10 Did the Post participate in the Junior Shooting Sports Program? Yes ___ No ___

11 Did the Post participate in Law Enforcement Career Camp Program? Yes ___ No ___

Please describe the programs that the Americanism activities your Post has done above.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Attach additional sheets if necessary. Show Post number, Questionnaire title and item number from this page, to which the additional information applies. BE SURE to index your supplemental sheets and place them in same order as preceding questions.

Commander _______________________________ Adjutant _______________________________

Signature _______________________________ Signature _______________________________

TROPHIES TO BE PRESENTED

Posts 15 to 100
Posts 101 to 250
Posts 251 to 500
Posts 501 to 750
Posts 751 and up

Judged and presented by Americanism Commission
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 2 – BOYS STATE PROGRAM REPORT ON 2019-2020 PROGRAM

**COMPLETED FORM DUE AT DEPARTMENT BY JUNE 1, 2020.**

Please Print or Type

Post Name ___________________________  Post No. ___________

Number of members in Post: _________  Date: _______________

1. How many boys did your Post send to Boys State? ________
   A. How many boys did your Post sponsor? ________
   B. How many boys had outside sponsorship? ________

2. List names of outside sponsors:

____________________________________________________________________

____________________________________________________________________

3. List all available schools in your area: Did your Post contact them?
   A: ___________________________  Yes ___ No ___
   B: ___________________________  Yes ___ No ___
   C: ___________________________  Yes ___ No ___
   D: ___________________________  Yes ___ No ___
   E: ___________________________  Yes ___ No ___

4. List the school faculty member(s) contacted in person by your Post committee.
   School A ___________________________
   School B ___________________________
   School C ___________________________
   School D ___________________________
   School E ___________________________

5. Were your boys interviewed by your Post committee prior to selection?  Yes ___ No ___

6. Did your Post request the services of school counselors to help in selecting the boys?
   Yes ___ No ___

7. What criteria is used to select your boys?  (Class standing, School leadership, Community involvement, School Clubs, etc.) ___________________________

8. How many boys wrote letters of appreciation to their sponsors? ________

9. Does your Post have an orientation program to provide information to the boys? Yes ___ No ___
   A. How many boys attended? _____  B. How many parents attended? _____
   C. Post Representative? _____  D. Outside Sponsors? _____
   E. Others? _____
Number 2 Boys State Program

10. Does your Post have a recognition program for the Boys? Yes ___ No ___
   A. Which of the following were invited to attend and how many did attend?
      1. Sponsors Yes ___ No ___ Number Invited ___ Attended ___
      2. School Officials Yes ___ No ___ Number Invited ___ Attended ___
      3. Community Leaders Yes ___ No ___ Number Invited ___ Attended ___
      4. Media Yes ___ No ___ Number Invited ___ Attended ___
      5. Family Yes ___ No ___ Number Invited ___ Attended ___
      6. Post Members Yes ___ No ___ Number Invited ___ Attended ___
      7. Others (List) Yes ___ No ___ Number Invited ___ Attended ___

   Total in attendance ___

11. Did any of your Citizens get elected to a Boys State Office? Yes ___ No ___
   Name: ______________________ Office Elected to ______________________
   Name: ______________________ Office Elected to ______________________

12. List your Citizens selected as Junior Counselors:

13. Did one of your Citizens get selected to go to Boys Nation? Yes ___ No ___
    His Name ______________________

14. How many Legionnaires from your Post attended or visited Boys State? _____

Commander ______________________ Signature ______________________

Adjutant: ______________________ Signature ______________________

TROPHIES TO BE PRESENTED AT CONVENTION

Posts 15 to 150
Posts 151 to 500
Posts 501 and up

TROPHIES PRESENTED AT BOYS' STATE

Bob Holmes Leadership Award To the Counselor identified as the inspirational leader
Bob Fawcett JC Leadership Award To the Junior Counselor displaying leadership,
Grady Bourell Award personal skills, and responsibility
Governor To the Senior Counselor displaying futuristic
First Citizen leadership, while exemplifying the spirit of the
Boys Nation Representative (two) program.

Elected by Citizens
Selected by Staff
Selected by Staff

Note: Add additional pages as necessary to complete any of the above questions. You are encouraged to submit
any information about your sponsorship and participation concerning this program that you have available. Samples of
additional information might include any of the following:
   Copies of published articles in local papers (to include pictures).
   Copy of Citizen letter of appreciation to sponsor
   Copy of recognition letter or certificates provided to sponsors by Post
   Photographs that support recognition of program
   List of participants for Orientation and/or Recognition programs.
   Award presentations at School, City Hall, etc.

Judged and presented by: Boys State Commission
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 3 – BLOOD DONOR REPORT

COMPLETED FORM DUE AT DEPARTMENT BY JUNE 1, 2020.

Please Print or Type

Post Name ____________________________ Post No. ____________
Number of members in Post: _______ Date: ____________

BLOOD DONOR SERVICE TROPHY

1. Number of Blood Drives Hosted/Co-Hosted by Post ____________________________

Date No. Prospective Donors Productive Units collected

__________________________ ____________ ____________________________
__________________________ ____________ ____________________________
__________________________ ____________ ____________________________
__________________________ ____________ ____________________________
__________________________ ____________ ____________________________
__________________________ ____________ ____________________________

2. Number of Post and Unit members who:

A. Gave Blood ____________________________

B. Worked in Donor Centers doing escort service, greeting/registering/recording,
Refreshment service and who provided cookies, posted signs, advertised and
Assisted in loading and unloading supplies and equipment. __________________

3. Number of man hours of service donated to The Blood Program
by Post and Unit Members. ____________

4. Total number of miles traveled Legion/Auxiliary and/or donor. ________

Attest: Commander __________________ Adjutant: __________________

Signature __________________ Signature __________________

Judged and presented by: National Security Commission
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 4 – SCOUTS BSA PROGRAM AWARD


Please Print or Type

Post Name ___________________________ Post No. __________

Number of members in Post _________ Date ______________

SCOUTS BSA PROGRAM AWARD: TROOP # __________

This Award for the most outstanding Scouts BSA Troop will be granted to the Post whose Troop shows the greatest accomplishment during the current year on the following basis.

Make out a separate report for each troop the Post sponsors.

Did the Post sponsor a Scouts BSA Troop this year? Yes ____ No ____

What is the Troop Number? ______

1. TRAINING: Has the Scoutmaster had both S11 Outdoor Experience and Scouts BSA Scoutmaster training? Yes ____ No ____

   Is the Scoutmaster Wood Badge trained? Yes ____ No ____

   Are all registered adults Youth Protection trained? Yes ____ No ____

2. LEADERSHIP: Does the Troop have one or more Assistant Scoutmasters registered, trained and active? Yes ____ No ____

3. OUTDOOR ACTIVITIES: Did the troop conduct six highlight activities (such as hikes, campouts, trips, tours, etc.) and attend a Boy Scout of America long term camp? Yes ____ No ____

4. ON TIME CHARTER RENEWAL: Did the troop renew its charter on time as required by the Council timeline? Yes ____ No ____
5. PLANNED PROGRAM: Did the Troop Patrol Leaders Council conduct an annual program planning conference, publish an annual Troop program calendar and present it to all the parents at a family activity? Yes ___ No ___

6. SERVICE PROJECT: Did the Troop conduct a service project this year, preferably for the chartered organization or community? Yes ___ No ___

7. BOYS LIFE: What was the percentage of Scouts receiving Scouts Life Magazine? Percent ____

8. MEMBERSHIP: Did the Troop have an increase in membership this year? Yes ___ No ___
   Number of Scouts at the beginning of the year ______  Number of Current Members ______

9. PATROL METHOD:
   Did the Troop conduct Troop Junior Leader Training as outlined in the Scoutmasters Handbook and hold Monthly Patrol Leaders Council meetings? Yes ___ No ___

10. PARTICIPATION: Did the Troop participate in any Council or District Activities, such as Camporee? Yes ___ No ___

   PROVIDE NARRATIVE
   USE EXTRA SHEETS AS NECESSARY

11. FINANCIAL SUPPORT: Did the Post provide financial support for the Troop? Yes ___ No ___
   Please provide amount $ _________

Commander ___________________ Adjutant: _____________________

Signature ___________________ Signature _____________________

Judged and presented by Boys Scout Commission
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 5 – CUB SCOUT PROGRAM AWARD

COMPLETED FORM DUE AT DEPT. HEADQUARTERS BY MAY 15, 2020.

Please Print or Type

Post Name ______________________ Post No. ______
Number of members in Post ______
Date __________

CUB SCOUT PROGRAM AWARD

This award for the most outstanding Cub Scout Pack will be granted to the Post whose pack shows the greatest accomplishment during the current year on the following basis.

Make out a separate report for each pack the Post sponsors.

Did the Post sponsor a Cub Scout Pack this year? Yes ___ No ___

Pack Number ______________________

1. TRAINING: Has the Cubmaster and at least 50 percent of the Den Leaders and Webelos Den Leaders taken CD19 Position Specific online training for their current positions? Yes ___ No ___

   Have all registered adults passed Youth Protection training? Yes ___ No ___

2. LEADERSHIP: Does the pack have one or more Assistant Cubmaster(s) registered, trained and active? Yes ___ No ___

3. OUTDOOR ACTIVITIES: Did the pack participate in one or more of the following experiences: Scout Day Camp, Resident Camp, Family Camp, Webelos Den overnights and / or other activities conducted or approved by the District or Council? Yes ___ No ___

4. ON TIME CHARTER RENEWAL: Did the pack complete its charter renewal on time as required by the Council timeline? Yes ___ No ___

5. PACK MEETINGS: Did the pack hold at least nine pack meetings this year, including at least one during the summer? Yes ___ No ___

6. TIGER CUBS: Did the pack have a Tiger Cub Den in the pack? Yes ___ No ___
7. FAMILY PACK:
   Did the pack BECOME A Family Pack recruiting girls into the pack? Yes ____ No ____

8. MEMBERSHIP: Did the pack have an increase in membership this year? Yes ____ No ____
   Number of Cubs at the beginning of the year ________ Number of current members _______
   Number of girls that joined ______________

9. FINANCIAL SUPPORT: Did the Post provide financial support to the Pack? Yes ____ No ____
   Please provide amount $ __________

PLEASE PROVIDE NARRATIVE OF ACTIVITIES – USE ADDITIONAL SHEETS IF NECESSARY

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

NOTE: FORMS WITHOUT THE REQUIRED SIGNATURES OR INCOMPLETE SUBMISSION WILL NOT BE CONSIDERED

Attest: Commander ___________________________ Adjutant ___________________________
          Signature                               Signature

          Printed Name                               Printed Name

Questionnaire to be evaluated by the Department Boy Scout Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 6 – OLDER SCOUT PROGRAM (OSP) AWARD
(Varsity Team, Venture Crew, Sea Scout Ship or Explorer Post)

COMPLETED FORM DUE AT DEPT. HEADQUARTERS BY MAY 15, 2020

Please Print or Type

Post Name ___________________________  Post No. ___________
Number of members in Post _____  Date ___________

OLDER SCOUT PROGRAM AWARD

This award for the most outstanding Older Scout Unit will be granted to the Post whose Older Scout Unit shows the greatest accomplishment during the current year on the following basis.

**Make out a separate report for each OSP Unit the Post sponsors.**

Did the Post sponsor an OSP Unit this year?  Yes ____ No ____
Type of Unit _______  Unit No. _______

1. TRAINING:
   Has the unit leader completed the appropriate Fast Start and Basic Leader Training?  Yes ____ No ____
   Have all registered adults completed Youth Protection Training?  Yes ____ No ____

2. LEADERSHIP:
   Does the OSP Unit have one or more assistants registered, trained and active?  Yes ____ No ____
   If the OSP unit is coeducational, does the unit have at least one female adult assistant registered trained and active?  Yes ____ No ____

3. OFFICERS:
   Did the OSP Unit elect officers and an officer’s seminar held?  Yes ____ No ____
4. ON TIME CHARTER RENEWAL:
   Did the OSP unit renew its charter on time as required by the Council timeline?  Yes ___ No ___

5. SUPERACTIVITIES:
   Did the OSP Unit conduct an annual super activity (such as a major trip, activity or project) requiring advanced planning and promotion?  Yes ___ No ___

6. PROGRAM:
   Did the OSP Unit conduct a minimum of two meetings or activities each month?  Yes ___ No ___

7. SERVICE PROJECT:
   Did the OSP unit conduct a service project this year, preferably for the chartering organization or community?  Yes ___ No ___

8. OPEN HOUSE:
   Did the OSP unit conduct an annual open house or other effort to recruit new members?  
   Yes ___ No ___

9. MEMBERSHIP:
   Did the OSP unit have an increase in membership this year?  Yes ___ No ___
   Number of members at the beginning of the year _______  Current member number _______

10. OSP UNIT COMMITTEE:
    Did the OSP unit have an adult committee of at least three members who were registered, trained, and active and met at least four times this year?  Yes ___ No ___

11. FINANCIAL SUPPORT:
    Did the Post provide financial support to the OSP unit?  Yes ___ No ___
    Please provide amount $ ______________

NARRATIVE OF OLDER SCOUT UNIT ACTIVITIES
USE ADDITIONAL SHEETS IF NEEDED
NOTE: FORMS WITHOUT THE REQUIRED SIGNATURES OR INCOMPLETE WILL NOT BE CONSIDERED.

Attest: Commander ___________________________ Adjutant ___________________________
                                  Signature                                  Signature

              _______________                       _______________
       Printed Name                                      Printed Name

Questionnaire to be evaluated by the Department Boy Scout Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 7 – COMMUNITY SERVICE REPORT

COMPLETED FORM DUE AT DEPARTMENT BY JUNE 1, 2020.

Please Print or Type

Post Name ___________________________ Post No. ____________
Number of members in Post _________ Date _________________

1. Did the Post support any community fund drive?  Yes ___ No ___
   Examples: Red Cross, United Appeal, Heart Fund, March of Dimes, Cancer Society, Muscular Dystrophy, Handicapped Children’s Education, etc.
   How were these drives supported by the Post? Explain: ____________________________________________________________
   ____________________________________________________________
   Hours _____ Miles _____

2. Did the Post participate in any safety campaign or program?  Yes ___ No ___
   Examples: Safety Council, First Aid Course, Home Safety Campaign, Fire Prevention, School Safety Patrol, etc.
   In what capacity did the Post function? Explain: ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________

3. Did the Post sponsor Legion Baseball? Yes ___ No ___
   Did the Post sponsor any other Baseball Program? Yes ___ No ___
   Give details: ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

4. Did the Post support or sponsor a Squadron of Sons of The American Legion? Yes ___ No ___

5. Did the Post support or sponsor one of the following Youth organizations? Yes ___ No ___
   Scouting Troops, Boys Clubs of America, Future Farmers of America, 4-H Club, etc.
6. Did the Post participate in local elections? 
   Yes [ ] No [ ]
   Examples: Registration, Get-Out-The-Vote campaign, Non-partisan Political Information meetings, Transportation to polls, etc.
   Explain: ____________________________________________________________
   Hours _______ Miles _________

7. Did the Post support any community Holiday activities? 
   Yes [ ] No [ ]
   Example: Street Decoration, House decoration contest, Easter Egg Roll, etc.

8. Was a Marksmanship program sponsored by the Post? 
   Yes [ ] No [ ]
   Note: If answer is yes, fill out Questionnaire No. 8 ‘Junior Marksmanship.”

9. Were Post Facilities available for activities designed to create harmonious community “Spirit”? 
   Yes [ ] No [ ]

10. Has the Post participated in Community Enhancement projects? 
    Yes [ ] No [ ]
    Explain: ____________________________________________________________
    Hours _______ Miles Traveled _________ Money $ ____________

11. Visitations and Contributions to hospitals and institutions? 
    Yes [ ] No [ ]
    Explain: ____________________________________________________________
    Hours _______ Miles Traveled _________ Money $ ____________

12. Improved firefighting equipment? 
    Yes [ ] No [ ]
    Explain: ____________________________________________________________
    Hours _______ Miles Traveled _________ Money $ ____________

13. Has the Post supported any other community Project? 
    Yes [ ] No [ ]
    Explain: ____________________________________________________________
    Hours _______ Miles Traveled _________ Money $ ____________
Please provide:  Total Hours __________  Total Miles Traveled __________
Total Expenses $ __________

Attach:  Additional sheets indicating Post Number, Questionnaire title, and Number, and the item number from this page to which the additional information applies.  BE SURE to index your supplemental sheets and place them in same order as questions.

Commander __________________________  Adjutant __________________________
Signature __________________________  Signature __________________________

AWARDS TO BE PRESENTED

Posts 15 to 100
Posts 101 to 250
Posts 251 to 500
Posts 501 to 750
Posts 751 and up

ALL QUESTIONS MUST BE ANSWERED WITH AN EXPLANATION AS WELL AS YES OR NO.  ANY QUESTIONS HAVING A YES OR NO ONLY WILL NOT BE CONSIDERED TOWARDS THE AWARD.

Judged and presented by: Trophies & Awards Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE
NUMBER 8 – JUNIOR MARKSMANSHIP REPORT


Please Print or Type

Post Name ___________________________ Post No. ___________
Number of members in Post _________ Date _____________

1. How many Legionnaires of your Post regularly participate in this program? No. ______
2. How many Juniors benefited from this program in the past year? No. ______
3. Do you sponsor a regular team which fires in competition with other teams? Yes ___ No ___
   a. Is the team chartered with the NRA? Yes ___ No ___
   b. How many on your team? No. ______
4. List any awards or trophies won by the team as a Unit:
   _______________________________________________________
   _______________________________________________________
5. List Awards or trophies won by members of the Team as individuals and give name of Winner and specify award or trophy won:
   Trophy/Award ___________________________ Name _________________
   Trophy/Award ___________________________ Name _________________
   Trophy/Award ___________________________ Name _________________
6. Did Post support "FIREARMS INSTRUCTION"? Yes ___ No ___
   Explain in what capacity and extent:
   _______________________________________________________
   _______________________________________________________
   a. Air Gun Instruction Yes ___ No ___
   b. Did the Post sponsor a Gun Safety Class? Yes ___ No ___
7. If the above questions do not seem applicable in your case, write your own explanation of the MARKSMANSHIP program carried on or sponsored by your Post.

Commander ___________________________ Adjutant: ___________________________
   Signature ___________________________ Signature ___________________________

Two Awards: Posts 15 – 500 AND Posts 500 and Up

Judged and presented by: Junior Shooting Sports Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 9 – OREGON’S MOST DISTINGUISHED LEGIONNAIRE OF THE YEAR

COMPLETED FORM DUE AT DEPARTMENT NO LATER THAN MAY 1, 2020.

Please Print or Type

Post Name ___________________________ Post No. __________
Number of members in Post ___________ Date ___________

ELIGIBILITY: Any Legionnaire who is a member in good standing of any Post in the Department of Oregon.

AWARD: Selection to be made solely on merit for service during the current year.

Nominations should present a well-rounded narrative on behalf of the nominee providing clear, enough and convincing rational as to why the nominee warrants being the recipient of this prestigious Department Award

Which of the following four pillars of the American Legion were involved in your nominee’s work for the American Legion? (You may check more than one)

( ) Veterans Affairs & Rehabilitation ( ) National Security

( ) Americanism ( ) Children and Youth

Name of Nominee: ___________________________ Post No. _______ District No. _______

Address: ___________________________ City ___________________________

Please include any media information, letters of support or community recognition if applicable. Please use additional pages as necessary in your narrative. Specific information carries the most weight.

I (we) submit this nomination for the following reasons:

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________
Signed ________________________________

Signed ________________________________

Member(s) of Post(s) No. ____________

(NOMINATIONS MAY BE MADE BY ANY POST, LEGION ORGANIZATION, OR BY AN INDIVIDUAL OREGON LEGIONNAIRE.)

Judged and presented by Past Department of Oregon Commanders
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 10 – PUBLIC RELATIONS REPORT


Please Print or Type

Post Name ___________________________ Post No. __________
Number of members in Post: _________ Date: ______________

1. Does Post hold membership in community service organizations? Yes ___ No ___
   Indicate: Youth Recreation Committee ___, Chamber of Commerce ___, Safety Council ___, etc. List other, if any: ______________________

2. What has the Post done to PUBLICIZE its activities through TV ___, Radio ___, Newspapers ___, Billboards ___, Other ___, etc.?
   Please give details.
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________

3. Does Post participate in Community Festivities and Celebrations? Yes ___ No ___
   Such as: Pageants ___, Rodeos ___, Fairs ___, Parades ___, etc.
   Please list
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________
4. Attach additional sheets showing Questionnaire number, Post number, Title, and Item Number from this page to which the information applies.

Commander ___________________________ Adjutant: ___________________________

Signature                                      Signature

PUBLIC RELATIONS AWARD

Category 1: Posts with membership 15-150.
Category 2: Posts with membership 151-300.
Category 3: Posts with membership 301-450.
Category 4: Posts with membership 451 and more.

Judged and presented by: Public Relations Committee
COMPLETED FORM DUE AT DEPT. HEADQUARTERS BY MAY 15, 2020.

Please Print or Type

Post Name ___________________________ Post No. ______________
Number of members in Post ___________ Date ________________

1. How many members on your team? Yes___ No ___ (not necessarily required)
2. Does the Team have uniforms? Yes___ No ___
3. Do they all have their parts memorized? Yes ___ No ___ If not, how many do? ______

ACTIVITY: State the number of performances since June 1, 2019, in each of the following categories:

4. Initiations __________
5. Installations __________
6. Post Everlasting __________
7. Funerals __________
8. Flag Disposal __________
9. Flag Raising/Lowering __________
10. Parades __________
11. Other Public Appearances __________

Commander ___________________________ Adjutant: ___________________________
Signature __________________________ Signature __________________________

AWARDS

Posts 15 to 500
Posts 501 and up

Judged and presented by: Trophies and Awards Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 12 – COLOR GUARD TROPHY

COMPLETED FORM DUE AT DEPARTMENT BY MAY 15, 2020

Please Print or Type

Post Name ________________________ Post No. __________
Number of members in Post: ______ Date: ______________

1. How many members on your team? ________

2. Does the Team have uniforms? Yes___ No___ (not necessarily required)

ACTIVITY: State the number of performances since June 1, 2019 in each of the following categories:

3. Post Everlasting ________

4. Funerals ________

5. Flag Disposal ________

6. Flag Raising/Lowering ________

7. Parades ________

8. Other Public Appearances ________

_________________________________  ____________________________
Commander: Signature: Adjutant: Signature:

COLOR GUARD AWARD
Post 15 to 500
Posts 501 and up

Judged and presented by: Trophies and Awards Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 13 – HONOR GUARD TROPHY

COMPLETED FORM DUE AT DEPT. HEADQUARTERS BY MAY 15, 2020.

Please Print or Type

Post Name ____________________________ Post No. __________
Number of members in Post: _______ Date: _____________

1. How many members on your team? _______

2. Does the Team have uniforms? Yes___ No ___

ACTIVITY: State the number of performances since June 1, 2019, in each of the following categories:

3. Post Everlasting _______

4. Funerals _______

5. Other Public Appearances _______

Qualifications:

Must have an active Honor Guard, versed in Military Graveside Services, rifle volleys, flag folding and presented.

Honor Guard must be able to field a seven (7) man rifle squad with squad leader properly trained and uniformed to represent The American Legion properly.

Must provide graveside services to any Veteran requested by a licensed funeral director. Providing ceremonial Flag services for other organizations should also be considered part of the duties of an Honor Guard.

Commander ____________________________ Adjutant: ____________________________

Signature ____________________________ Signature ____________________________

HONOR GUARD AWARD

15 – 500
501 and up

Judged by: Three (3) Legionnaires chosen by Department Commander
No Judge will be from any team in consideration for this award.
Presented by Trophies and Awards Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 14 – “ADJUTANT OF THE YEAR”


Please Print or Type

Post Name ___________________________ Post No. ____________
Number of members in Post _______ Date _______________

NAME ________________________________

This traveling trophy will be presented annually at the Department Convention. The recipient of the award will be determined by the Department Headquarters Staff. When reviewing the work done by the Adjutant, the size of the Post and the area involved will be taken into consideration. A certificate will be presented to the Home Post of the recipient Adjutant for the year of the award. At the time of the award presentation a personal plaque will be presented to the winning Adjutant.

FILL IN THE FOLLOWING INFORMATION

1. Is the Post Adjutant salaried? Yes _____ No ___

2. The Adjutant has served since Installation of Officers in 2019: Yes ____ No ___
   If no, explain: ________________________________

3. The Adjutant attends the following:
   a. Post meetings Yes ____ No ___
   b. District meetings Yes ____ No ___
   c. Department Conventions. Yes ____ No ___

   When unable to attend Post meetings, the Adjutant makes available to his/her replacement or the Post Commander, the previous Post meeting minutes and all necessary correspondence, old and new business to be brought up? Yes ____ No ___

4. Upon receiving a member’s dues (new or renewal) the Adjutant will promptly mail the membership card and free insurance form (when applicable) to the member? Yes ____ No ___

5. Submits to Department in a prompt manner, correctly processed membership cards? Yes ____ No ___

6. Write a statement in your own words explaining why you believe your Post Adjutant is Oregon’s best Post Adjutant. Include significant achievements made by the nominee while performing the duties of Post Adjutant; also list his/her Legion activities other than the duties of an Adjutant. List civic or other activities other than The American Legion.

Commander __________________________ Other Post Officer __________________________
   Signature __________________________ Signature __________________________

THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 15 – HISTORY RULES

NOTE: HISTORIES TO BE TURNED IN TO HISTORIAN AT DEPARTMENT CONVENTION PRIOR TO 12:00 NOON THURSDAY

Please Print or Type

Post Name _______________________________ Post No. __________
Number of members in Post _______ Date __________

PART I – FORMAT – 40 POINTS

1. COVER: A standard three-ring binder, or similar type, to accommodate 8 ½ x 11-inch bond paper must be used with The American Legion emblem centered (left to right) on the cover with the name and number of the post. However, the binders available through National Emblem Sales have The American Legion embossed on them.

   Each book is not to exceed three inches between the front and back cover. If you submit two or more binders, you must indicate on the cover and title page the wording “Volume I”, “Volume II”, etc.

2. NAME/ADDRESS OF COMPILER: the full name and complete mailing address of the history author should appear on the inside front cover on the lower left-hand corner. It will be neatly typed and centered on a 3x5 inch index card.

3. TITLE PAGE: This should be the first page facing the reader as the yearbook is opened. It should be centered on the page and be in a logical arrangement with double spacing or more and contain the following:

   YEARBOOK OF
   (Name of Post) POST NO. (Number of Post)
   THE AMERICAN LEGION
   (City Location and State)
   2019-2020
   BY (Person Compiling Yearbook)

4. INTRODUCTION: Every yearbook should carry a Forward or Introduction, setting forth the reasons for the organization and may include:

   a. The selection of the Post name. If for a departed comrade or comrades, include a short biographical sketch of their lives and include photographs if they are available.

   b. If possible, include a brief resume of your community’s history, and especially the part played by the locality in furnishing the men and women during the wars and conflicts.
c. Mention should also be made of the formation of our National Organization with a tie-in of the Department and Post.
d. If your Post has a Post home, you may want to include a photograph of it and street address location.
e. You can have a biographical background of the current Post Commander or the author of the yearbook with a photograph included.
f. You may also use this space to acknowledge any assistance used in compiling the yearbook.

5. TABLE OF CONTENTS: Consists of chapters covering programs with page reference.

6. PREAMBLE TO THE CONSTITUTION OF THE AMERICAN LEGION: This basic document which sets forth the principle aims of The American Legion is a fitting introduction and should follow the INTRODUCTION. It should be centered on the page and spaced in a neat and logical arrangement. Multicolored prints 8-1/2 x 11 inches, of the PREAMBLE may be obtained through National Emblem Sales.

7. INDEX: The alphabetical index is the last page must for every yearbook. This comprehensive index of names, places, and events mentioned in your yearbook, with page references, shall be carried at the end of the yearbook. Index must cover all volumes.

8. PAGE NUMBERING: This appears to be a common oversight when compiling yearbooks. Do not forget to number all the pages. However, be consistent in where the page numbers are placed, either at the top or bottom of pages. Page numbering will start with the title page.

   ORDER OF PAGE NUMBERING: The above pages should appear in order as listed above with pages listed in Arabic numerals or Roman numerals as follows:

   Title Page 1 or I
   Introduction 2 or II
   Table of Contents 3 or III
   Preamble 4 or IV

   The following units will list each page in consecutive order using Arabic numerals, then the next number will follow your last number (e.g. if the Preamble is 4, then the first page of the history is 5), If you use Roman numerals, then the first page of the history is 1 (e.g. if the Preamble is IV, then the first page of the history is I).

PART II – PROGRAMS AND ACTIVITIES/READABILITY – 50 POINTS

ONE-YEAR POST MEMORABILIA:

1. The yearbook material for your Post programs and activities will follow the PREAMBLE and precede the INDEX.

2. The yearbook is to cover one year, from the installation of officers up to and including the annual Department Convention. This time frame may vary from last Convention to current Convention.
3. A record is vitally important as the history itself is a complete and accurate yearbook containing all newspaper clippings, photographs, copies of programs, tickets, badges, and other items pertaining to the Post and its activities.

4. All material recorded in the yearbook must be in chronological order. A systematic and logical arrangement should be sought and planned. The reader must be able to follow the meaning of the illustrations (news clippings, photographs, etc.) with very little difficulty and confusion.
   a. All newspaper clippings must include the name and date of the publication from which it was taken (must be cut from publication and pasted at the top of the article.)
   b. All photographs must be identified by full proper names (nicknames in brackets), from “left-to-right,” occasion, source, date function, etc. You may know who is in the photograph and why, but the reader may not.
   c. Be sure all photographs are clear and sharp, as blurry or fuzzy prints will detract rather than enhance your yearbook. Proper arrangement with the caption is important to achieve an eye-catching yearbook.

5. Neatness and originality are even more important for yearbooks than for the narrative histories, since all the material in the yearbook must be identified properly to make it worthwhile. If the compiler cannot type, nor print well, he or she should have a competent person do the printing or make typewritten inserts for him/her.

6. The judges will consider the foregoing factors as well as comprehensiveness of the yearbook and the features which made the yearbook especially attractive or especially useful and of historic value.

PART III – JUDGES OPTION

Under this category, Judges will consider a number of qualities or items of content in the yearbooks, which are not readily cataloged under the preceding headings. Some yearbooks contain items and features which make them attractive and especially useful.

By the same token, if inaccuracies should come to the attention of the Judges, they will have a disqualifying effect on your entry.

NATIONAL JUDGING STANDARDS FOR A ONE-YEAR POST PICTORIAL YEARBOOK CONTEST

PART I – FORMAT – 40 POINTS

1. COVER – Not to exceed 12 x 15 inches, emblem, etc. (5)
2. NAME/ADDRESS OF COMPILER – inside front cover/lower left-hand corner (5)
3. TITLE PAGE – centered in logical arrangement, double line spacing plus, etc. (5)
4. INTRODUCTION – background of Post; tie-in Department/National; community, etc. (5)

5. TABLE OF CONTENTS – page reference covering programs, events (5)

6. PREAMBLE - to the Constitution of The American Legion, etc. (5)

7. INDEX – comprehensive alphabetical listing carried at end of Yearbook (5)

8. PAGE NUMBERING – carried on Post Memorabilia pages and index (5)

**PART II – PROGRAMS AND ACTIVITIES/READABILITY – 50 POINTS**

1. ARRANGEMENT – systematic and logical arrangement should be sought and planned; material to be recorded in chronological order. The reader must be able to follow the meaning of the illustrations (pictures, clippings, copies of programs, tickets, badges, etc.) with very little difficulty or confusion. (20)

2. IDENTIFICATION – All clippings and/or photographs must have occasion, source, dates, functions, names, etc. listed to properly identify the subject matter. Provide proper left-to-right identifications. (10)

3. CLEAR CUT PHOTOGRAPHS – Blurry/fuzzy prints will detract. (10)

4. ORIGINALITY - Unique in thought and presentation. (10)

**PART III – JUDGES OPTION – 10 POINTS**

1. JUDGES WILL CONSIDER – a number of qualities or items of content in the Yearbook that are not readily cataloged under the preceding headings. They may determine that some Yearbooks contain items and features which make them attractive and especially useful (10)

**TOTAL POINTS OF ENTRY** (100)

*Point System to be awarded “Up To” amount shown. Possible Total – 100 Points

POST HISTORY BOOK

POST NAME

POST NUMBER

PERIOD COVERED to

Commander Adjutant

Signature Signature
Posts with 15 to 150 members
Posts with 151 to 500 members
Post with 501 and over

Awarded to the history judged "Best of the Three"
Award Winner and will be sent to National Headquarters for Judging in National History
Book Contest

Judged by: Three (3) Legionnaires chosen by Department Commander.
To be judged at Department Convention.

No Judge may be selected from a Post who has a Post Pictorial/History Yearbook in competition.
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 16 – BACK TO GOD PROGRAM


Please Print or Type

Post Name ___________________________  Post No. __________
Number of members in Post: _______  Date: ________________

1. Did your Post open and close its meetings with prayer?  Yes ____ No _____
   Number of meetings held ______
   Number of times prayer was used in opening ______ and closing of meetings ______

2. What religious programs or ceremonies have been sponsored by the Post?
   Give details:
   _____________________________________________________________
   _____________________________________________________________
   _____________________________________________________________
   _____________________________________________________________

3. What religious programs or ceremonies have the Post participated in but did not sponsor?
   Explain extent of participation:
   _____________________________________________________________
   _____________________________________________________________
   _____________________________________________________________
   _____________________________________________________________

4. Were physically disadvantaged persons or senior citizens transported to Church, under your
   sponsorship?  Yes ____  No _____

5. What has the Post done in advertising religious activity in your community?
   a. Religious news editorials:  Number _____  Kind _______________
   b. Posted signs:  Number _____  Kind _______________
   c. Distributed literature?  Yes ______  No _______
   d. Religious theme parade floats, etc.  Yes ______  No _______
   Give details. On separate sheet of paper

6. Did the Post Chaplain make calls or visit the sick Veterans in the Post community?
   Yes____  No____

   Give details on separate sheet of paper

7. Write up why Post Chaplain should be selected as Chaplain of Year and attach to questionnaire

Commander ___________________________  Adjutant: ___________________________
   Signature ___________________________  Signature ___________________________

Judged and presented by: Department Chaplain
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 17 – SERVICE OFFICER OF THE YEAR

COMPLETED FORM DUE AT DEPT. HEADQUARTERS BY MAY 15, 2020.

Please Print or Type

Post Name ___________________________ Post No. ______________

Number of members in Post: _______ Date: __________________

Commander _________________________ Adjutant: __________________

Signature __________________________ Signature __________________

"OUTSTANDING POST SERVICE OFFICER"

in

DEPARTMENT OF OREGON

Name of Post Service Officer ____________________________

The annual award will be presented at the Department Convention, as determined by the Department Executive Committee.

The recipient of this award will be determined by the Department Service Office. The Department Award Certificate will be presented to the Home Post of the recipient Post Service Officer for the year. In concert with selection of the Department Post Service Officer, an “Individual Plaque” will be presented to the selected Post Service Officer.

COMPETITION INFORMATION

The Post competing must submit a written statement of 200 words or less. The narrative should include accomplishments of the Post Service Officer such as: Direct Services provided in the aid of Veterans and Family Members. Internal Post activities hosted by the Post Service Officer; (i.e. Veterans Programs) such as veterans informational and guidance seminars, direct person assistance, employment referrals, financial assistance and VA claim referrals to the Department Service Office. All activities and specific functions performed by the Post Service Officer must have been accomplished through his/her own Post and NOT by, or FOR any other Post Activities, (such as VA Hospitals, Churches, etc.) Keep in mind, this competition is to identify actions taken by the Post Service Officer for internal activities as they relate to Veterans Affairs within the respective Post and the Veterans Community.

Judged and presented by: Department Service Office
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 18 – REHABILITATION REPORT


Please Print or Type

Post Name ___________________________ Post No. ____________

Number of members in Post ________ Date ________________

1. Competing Post will submit in story form, not to exceed 1,000 words, any and all activities of Rehabilitation done by Post Members Only.

NO CREDITS CAN BE USED WHICH ARE DERIVED FROM THE AUXILIARY OF YOUR POST

2. Gifts to Gift Shops of Veteran’s Hospitals
   Monetary value of gifts $ ________________

3. Contributions to VAVS
   $ ________________

4. Christmas Basket Program No. ____________
   $ ________________

5. Hospital Visits, how many? ____________ Hours ________________

6. Aid to Veterans’ Family, how many?
   Money Spent $ ________________

7. Contributions to Post’s Auxiliary Program
   $ ________________

8. Mileage for hospital visits ____________ and/or hospital parties
   (to include all food donations, party favors, etc., monetary values $ ________________

9. All other projects giving Aid to Veterans (ATTACH SUPPLEMENTARY REPORT GIVING HOW MANY ASSISTED.)

Attest: Commander ___________________ Adjutant: ___________________
Signature ________________ Signature ________________

Rehabilitation Award
Posts 15 to 250 members

Rehabilitation Award
Posts 251 to 500

Rehabilitation Award
Posts 500 and up

Judged and presented by: VA & Rehabilitation Commission
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 19 – HUNTER SAFETY REPORT


Please Print or Type

Post Name ___________________________ Post No. ___________
Number of members in Post: _______ Date: _______________

Do not confuse this report with the JUNIOR MARKSMANSHIP REPORT

1. Did your Post sponsor a Hunter Safety Class? Yes _____ No _____
2. How many Legionnaires from your Post participate in this program? No. ______
3. Total number of volunteer hours _______
4. Total number of dollars donated in support of program?
Meeting room $ ______ Refreshments $ ______ Scholarship $ ______ Rifle Range $ ______
5. Number of classes held between June 1, 2018 and May 31, 2019 ______
6. Average number of students per class ______
7. Total number of students between June 1, 2018 and May 31, 2019 ______

Please give a short narrative. __________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

Commander ___________________________ Adjutant: ___________________________
Signature _______________ Signature ___________________________

Small Posts 15 – 500
Large Posts 501 and up

Judged and presented by: Junior Shooting Sports Commission
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 TROPHY AND AWARDS

QUESTIONNAIRE NUMBER 20 – VETERANS AWARD

GRENADE, LEBANON, PANAMA & PERSIAN GULF CONFLICTS

COMPLETED FORM DUE AT DEPT. HEADQUARTERS BY MAY 15, 2020.

Please Print or Type

Post Name ________________________________ Post No. __________
Number of members in Post: __________ Date: ________________

TO ALL POST ADJUTANTS

These certificates will be awarded annually to the Post having the highest percentage of Grenada, Lebanon, Panama and Persian Gulf Veterans enrolled.

This percentage will be based on the Post’s total membership as of the final “Department Membership Bulletin” issued prior to convention.

List the number of Grenada, Lebanon, Panama and Persian Gulf Veterans enrolled in your Post, signed up as members in this current year:

Grenada/Lebanon __________
Panama __________
Persian Gulf __________
TOTAL __________

This form must be submitted to Department Headquarters no later than the arrival date set out in the heading in order to be eligible to compete in the fiscal year prior to convention.

Commander ___________________________ Adjutant: ___________________________

Signature

Posts 15 to 100
Posts 101 to 250
Posts 251 to 500
Posts 501 and over

Judged and presented by: Department 1st Vice Commander and Membership Commission Chair
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 21 – TEACHER OF THE YEAR


Please Print or Type

Post Name _____________________________ Post No. _________ Date: ______________

ELIGIBILITY: Any State certified teacher working in the State of Oregon Grades 1 through 12.

AWARD: Selection to be made solely on merit for service during the current year.

NAME OF NOMINEE: ____________________________

ADDRESS: _____________________________ CITY___________ STATE________

NAME OF SCHOOL: ____________________________

LOCATION: ____________________________

The Post must submit a written statement.

The narrative should include accomplishments of the Teacher.

1. Did the nominated teacher involve students in the following activities?
   Community Service program(s) Yes ___ No ___ How many ______
   Flag Education program(s) Yes ___ No ___ How many ______
   Veterans Memorial Visitation or Parade Yes ___ No ___ How many ______

2. Did the nominated teacher instruct students in the following areas?
   The United States Constitution and Bill of Rights Yes ___ No ___
   The Pledge of Allegiance Yes ___ No ___
   American History Yes ___ No ___

3. Please write a statement in your own words explaining why you believe the teacher is Oregon’s best teacher. List his/her activities other than the duties of a teacher. List civic or other activities accomplished.

4. Attach additional sheets if necessary. Show Post number, questionnaire title and item number from this page, to which the additional information applies. BE SURE to index your supplemental sheets and place them in the same order as the proceeding questions.

Commander _____________________________ Adjutant: _____________________________

Signature _____________________________ Signature _____________________________

AWARDS TO BE PRESENTED

Teacher of the Year Award to Teacher
Award for Post Submitting Winner

Judged by: Department Children and Youth Committee
THE AMERICAN LEGION – DEPARTMENT OF OREGON
CHILDREN & YOUTH
2019-2020 POST NARRATIVE REPORT FORM

NUMBER 22 – CHILDREN & YOUTH

Send this narrative report form and any attached narrative sheets to your Department Children & Youth Chair, in care of Department Headquarters by May 15, 2020

(Please Type or Print)

Post Name__________________________ No.__________________ Present Membership____________________

Date_____________________________ Signature________________________________

A. Did your Post file a Consolidated Post Report form?
   Yes_______ No_______

B. Did your Post participate in any one-off following National Children & Youth Program objectives?
   □ Missing Children ____________________ □ Suicide Prevention ____________________ □ Drug & Alcohol ____________________
   □ April is Children & Youth Month ______ □ Children’s Miracle Network ______ □ Halloween Safety ______
   □ Temporary Financial Assistance ______ □ Child Welfare Foundation ______ □ Spinoza Bears ______
   □ Juvenile Delinquency ______ □ Family Emphasis Program ______ □ Abuse Prevention ______
   □ Other Programs (Please list) __________________________________________________________

C. Estimate the number of volunteer service hours provided by the membership of your Post for the children & youth in your community. ________________ Hours

D. Please estimate the amount of money your Post expended for administrative expenses for Children & Youth overhead; i.e. Postage, printing, conferences, travel, etc. $______________

E. Please estimate the total amount of money the Post expended for Children & Youth programs for other than (D) above $______________

Please describe, in detail, one specific Children & Youth activity promoted by your Post. (Attached extra sheets if necessary). REMEMBER: This section of the narrative report is most important to your Department Children & Youth Commission in determining awards:

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________
G Please describe any other Post Children & Youth activities that your Post has been involved in that you feel are worthy of comment:

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

AWARDS TO BE PRESENTED

Posts 15 to 100
Posts 101 to 200

Posts 201 to 500
Posts 501 to 750

Posts 751 and up

Post with Best Overall Program

Judged and presented by: Children and Youth Committee

To the POST Children & Youth Chair:

1. Before completing this form, be sure your section of the Consolidated Post Report form is completed.
2. Fill out this narrative report form.
3. Send this narrative report form and any attached narrative sheets to your Department Children & Youth Chair, in care of Department Headquarters by May 15, 2020.
4. This narrative report form is NOT to be attached to the Consolidated Post Report. It is intended for the use of the Department Children & Youth Commission in determining Post Children & Youth awards and for substantiating to National Headquarters that your Department has attained 100 percent Children & Youth Post narrative reporting.
5. In order to make your total report more effective, it is recommended that you make additional copies of this form, maintain one in the Post file and mail one to the District Children & Youth Chair.
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2019-2020 QUESTIONNAIRE

NUMBER 23 – CHAPLAIN OF THE YEAR

“OUTSTANDING POST CHAPLAIN”
DEPARTMENT OF OREGON


Please Print or Type

Post Name ___________________________ Post No. ______________
Number of members in Post ________ Date ______________

Name of Post Chaplain _______________________________________

The annual award and trophy will be presented at the Department Convention, as determined by the Department Chaplain.

1. Number of Post Internal Activities such as Memorials, Funerals and Post Special Services hosted by the Post Chaplain. Please give details below:

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

2. Number of Direct Services provided in the aid of Veterans and Family Members such as Veterans Activities and Seminars, Direct Personal Assistance, Employment Referrals, Financial Assistance. Please give details below.

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
3. Did the Chaplain conduct a special service for the Four Chaplains? Yes ___ No ___

Please submit a written statement of 500 words or less. The narrative should include accomplishments of the Post Chaplain.

Commander ___________________________ Adjutant ___________________________
Signature ______________________________ Signature __________________________

Judged and presented by: Department Chaplain
THE AMERICAN LEGION – DEPARTMENT OF OREGON
2019-2020 QUESTIONNAIRE
NUMBER 24 - POST NEWSLETTER

THEY NEED TO REACH DEPARTMENT NO LATER THAN JUNE 1, 2020

Please Print or Type

Post Name______________________________ Post No.__________

Number of Members in Post ______________ Date______________

Send in copies of at least three (3) different issues of your Post Newsletter published between May 1st last year and April 30th of this year. They need to reach Department Headquarters NO LATER THAN MAY 15, 2020. Your submissions will be judged on the following:

1. Content well-suited to audience and The American Legion.

2. Content is well-balanced and shows a variety of subject matter.

3. Lead and writing hold interest.

4. Writing is clear and concise.

5. Articles are well-organized.

6. Articles are accurate, reflect research, are credible and convincing.

7. Overall design makes it an effective publication.

8. Good balance in use of illustration.

9. Cover or front page is effective and well designed.


Commander________________________ Adjutant__________________

Signature________________________ Signature__________________

POST NEWSLETTER AWARD
15 to 500 Post Membership
501 and up Post Membership

Judged by Oregon Legionnaire Staff
POST AND UNIT "UNITY" AWARD
NARRATIVE REPORT FORM
THE AMERICAN LEGION & AUXILIARY - DEPARTMENT OF OREGON
Number 25
PLEASE COMPLETE THIS FORM AND SEND TO DEPARTMENT BY MAY 1, 2020

THIS IS FOR ONE "SINGLE" PROJECT COMPLETED BETWEEN THE CLOSE OF 2019 DEPARTMENT
CONVENTION AND START OF 2020 DEPARTMENT CONVENTION.

*More than one entry may be submitted by the Post and Unit
*but must cover only a “single” project on each entry form.
*Additional forms available at Department Headquarters

(Please Type or Print)

Post & Unit Name________________________________________ Post & Unit No._____ District No._____  
Address____________________________________ City________________________ Zip Code ________
Date________________ Signature______________________________  Commander / President

Present Post Membership __________________ Present Unit Membership __________________

Total Post Members Participating in Project ______ Total Unit Members Participating in Project ______

A. Did your Post and Unit support a project in any one of following activities:

- Christmas Baskets
- Independence Day
- Children’s Christmas Party
- Flag Presentations
- Memorial Day
- Veterans Day
- Flag Day
- Hospital/Veterans Home Programs
- Other programs/activities
- County Fairs
- Halloween Safety
- Rodeos/Parades
- Voting

B. Estimate the number of volunteer service hours provided by the membership of your Post and Unit for this
project ___________ hours

C. Please estimate the amount of money your Post and Unit expended for administrative expenses for this project.
(Postage, printing, conference, travel.) $______________

D. Publicity/Public Relations – Yes ____ No ____ Please attach copy

E. Community recognition for this project – Yes ____ No ____ Please attach copy

F. Please describe, in detail, a specific project/activity completed by your Post and Unit (Attach
extra sheets if necessary).
REMEMBER: This section of the narrative report is most important in determining this award:

__________________________________________________________________________________________
__________________________________________________________________________________________
G. What impact did this event have in your Post and community?

H. Why did your Post & Unit select this project?

The “Unity” Award will be presented to the “Winning Team” at the Department Convention Banquet.

Permanent Plaque to the “Winning Team”

Judged and presented by: Department Commander & Department President
THE AMERICAN LEGION DEPARTMENT OF OREGON

LEGION RIDER OF THE YEAR AWARD

Number 26 – Legion Rider of the Year

COMPLETED FORM DUE A DEPARTMENT BY MAY 15, 2020

Nomination Guidelines

The Legion Rider of the Year Award is an honor to recognize the Legion Rider who has made significant service contributions to the American Legion, veterans, and their community. Riders who are nominated are those who have gone above and beyond in the service of their nation, American Legion, their post, their chapter, our veterans, and their community with their dedication. The nominee must be a member in good standing of an Oregon American Legion Post and an American Legion Riders chapter.

Nominations will be evaluated on the scope and impact of a nominee’s commitment and the extent to which her/his efforts benefit and provide inspiration to other Riders, Legionnaires, and veterans. A one page to two page letter highlighting the nominee’s activities and the below nominee form must be submitted by May 15, 2020

Nominations will be reviewed by the Oregon Department Legion Riders Committee. This award will be presented at the annual Department of Oregon convention where the winner will be recognized for their accomplishments.

RIDER OF THE YEAR NOMINEE FORM

Nominee Name: __________________________ Membership #:___________

Post Name __________________________ Post # _______

Address __________________________ City ________________ Zip Code ______

Nominator’s Name __________________________

Post Name __________________________ Post # _______

Address __________________________ City ________________ Zip Code ______

Telephone # ______________ E-mail __________________

I have read the nomination guidelines and attest that the above information is accurate and true. If selected as the "American Legion Rider of the Year" I agree to attend State Convention with nominee to receive the award.

__________________________________________

Nominator Signature

Judged and presented by: Riders Committee
THE AMERICAN LEGION DEPARTMENT OF OREGON

AMERICAN LEGION RIDERS CHARTER OF THE YEAR AWARD

Number 27 – Legion Rider Charter of the Year

COMPLETED FORM DUE TO DEPARTMENT LEGION BY May 15, 2020

INSTRUCTIONS FOR AMERICAN LEGION RIDER CHAPTER OF THE YEAR AWARD

PURPOSE: Per US Code Title 36, Chapter 217, Section 21702(5), the American Legion is to consecrate the efforts of its members to mutual helpfulness and service to their country. The primary purpose of this award is to recognize the American Legion Chapter that has done the most in furtherance of the Oregon Department of the American Legion’s mission.

RECOGNITION: This award will be presented to the Chapter that has accomplished the most in the advancement of the American Legion. This honor is achievable by both small and large chapters by bestowing this award on a per capita basis. In the event of a tie, the Chapter with the most volunteer hours will be the winner.

HOW TO FILL OUT THE FORM

1. VOLUNTEER POINTS: 1 Volunteer Hour = 2 Points

This is a total amount of hours for all members of the American Legion Rider Chapter (i.e. If 5 riders spend 1 hour providing a flag line for a veteran’s funeral, that would be 5 hours for 10 points).

2. DONATION POINTS: $100 Dollar = 1 Point (Rounding Up to the Nearest $100)

This is a total amount monies donated and donations in kind on behalf of the American Legion Rider Chapter (i.e. If American Legion Rider Chapter Y donated $100 to the Legacy Fund, $125 to a local charity and donated $205 in toys during a Christmas toy run, that would be $430 or 5 points).

3. TOTAL NUMBER OF MILES TRAVELED: 100 Miles = 1 Point (Rounding up to the nearest 100)

This is the total number of miles driven by the American Legion Rider Chapter (i.e. If 5 riders ride 135 miles to drop off the Hot Potato, that would be a total of 675 miles for 7 points.)
4. POINT SUBTOTAL: Add lines 1, 2, and 3.

5. NUMBER OF REGISTERED MEMBERS: This is the total number of dues paying Legion Rider members (both rider and passengers) at the Chapter.

PER CAPITA POINTS: Take the point subtotal on Line 4 and divide by the number of members on Line 5

Please Print or Type

Post Name ___________________________ Post # __________

Number in members in Post _________ Date ___________

American Legion Riders Charter ____________________________

1. Volunteer Points (1 Hour = 2 Points) ___________________

2. Donation Points ($100 Dollar = 1 Point) ________________

3. Number of Miles Traveled (100 Miles = 1 Point) __________

4. Point Subtotal ____________________________

5. Number of Registered Members __________________________

6. Per Capita Points (Divided Line 4 by Line 5) ______________

New Programs /Projects started:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

The undersigned attest the above is true and accurate to the best of their knowledge.

________________________________________________________________________

American Legion Rider Charter Director ____________________________

Post Commander ____________________________

Judged and Presented by Department of Oregon American Legion Riders Committee